

UNIVERSITY OF CALGARY  
DEPARTMENT OF CHEMISTRY  
**COURSE OUTLINE**  
FALL 2014

**1. COURSE: CHEMISTRY 311, Analytical Chemistry: Quantitative Analysis**

LEC	DAYS	TIME	ROOM	INSTRUCTOR	OFFICE	PHONE	EMAIL	OFFICE HOURS
L01	TuTh	12:30-1:45	CHC 119	Dr. A. S. Hinman	SA 144B	220-6017	<a href="mailto:ashinman@ucalgary.ca">ashinman@ucalgary.ca</a>	MoWeFr 12:00-1:00 TuTh 2:00-3:00

Course web site: <http://www.chem.ucalgary.ca/courses/f14/chem311>  
Departmental Office: SA 229, 220-5341, [chem.undergrad@ucalgary.ca](mailto:chem.undergrad@ucalgary.ca)

**2. PREREQUISITES:** Chem 201 or 211 and Chem 203 or 213, and Math 251 or 249 or Amat 217

Note: The calendar description and the Faculty of Science policy on prerequisites and antirequisites is described in section 3.5 C. of the online University Calendar (<http://www.ucalgary.ca/pubs/calendar/current/sc-3-5.html>). Students are responsible to ensure that they meet all prerequisite requirements for each course in which they are registered. Students who do not meet these requirements will be deleted from the course.

**3. GRADING:** The University policy on grading and related matters is described in sections F.1 and F.2 of the online University Calendar.

**In determining the laboratory grade, each analysis completed by the student will be assigned a grade of 1 to 5. The laboratory notebook will also be assigned a grade of 1 to 5, and will replace the lowest analysis grade. An overall lab average out of 5 will be calculated and converted to a percentage. Each of 2 assignments will be graded as a percentage, and the average will be used to determine a percentage grade for assignments. The midterm and the final exam will be graded as percentages. A final overall percentage will be determined using the following weights:**

Assignments	5%
Laboratory	35%
Midterm test (1)	20% (October 30)
Final Examination	40% (To be scheduled by the Registrar)

**In determining the final letter grade for the course, the following initial grading scale will be used:**

**Grading Scale:**

<b>A+</b>	<b>A</b>	<b>A-</b>	<b>B+</b>	<b>B</b>	<b>B-</b>
90% - 100%	85% - 89%	80% - 84%	76% - 79%	72% - 75%	68% - 71%
<b>C+</b>	<b>C</b>	<b>C-</b>	<b>D+</b>	<b>D</b>	<b>F</b>
64% - 67%	60% - 63%	56% - 59%	52% - 55%	48% - 51%	< 48%

**Depending on the final overall performance of the class, the minimum percentage required for any particular letter grade may be lowered. An average grade of 50% higher in the laboratories and a weighted average of 50% or higher on examinations is required to attain a letter grade of C- or higher. The Faculty of Science requires a minimum grade of C- in any course to be used as a prerequisite**

- 4. Missed Components of Term Work:** The regulations of the Faculty of Science pertaining to this matter are found in the Faculty of Science area of the Calendar in [Section 3.6](#). It is the student's responsibility to familiarize himself/herself with these regulations. See also [Section E.6](#) of the University Calendar
- 5. TEXTBOOK:** "Quantitative Analysis", DC Harris, 8th Edition, W. H. Freeman and Company
- 6. EXAMINATION POLICY:** Calculators of any type may be used on examinations. All examinations will include a list of equations and constants. This list will be made available on the course web site prior to the examination. Students should also read the Calendar, [Section G](#), on Examinations.

- 7. Approved Mandatory and Optional Course Supplemental Fees:** The Department of Chemistry has a laboratory glassware breakage fee. At the start of the course, each student is assigned a locker and checks-in to establish that they have a complete set of usable glassware. By signing for check-in, a student agrees that they are now responsible for the glassware until check out. Any equipment that is missing, unusable or has been replaced during the semester will be charged to the student. All students, even those who withdraw early from the course must check out of the laboratory before the last day of lectures. Any student who fails to check out before the last day of lectures for the term will be assessed a charge of \$30.00. If this fee is not paid by the last day of the final examination period of the term, an additional \$10.00 administrative fee will be charged and university services (registration, transcripts, etc.) may be withheld.
- 8. WRITING:** For all components of the course, the quality of the student's writing in any written work will be a factor in the evaluation. See also [Section E.2](#) of the University Calendar.
- 9. OTHER IMPORTANT INFORMATION FOR STUDENTS:**
- (a) Academic Misconduct:** (cheating, plagiarism, or any other form) is a very serious offence that will be dealt with rigorously in all cases. A single offence may lead to disciplinary probation or suspension or expulsion. The Faculty of Science follows a zero tolerance policy regarding dishonesty. Please read the sections of the University Calendar under [Section K](#). Student Misconduct to inform yourself of definitions, processes and penalties
- (b) Assembly Points:** In case of emergency during class time, be sure to FAMILIARIZE YOURSELF with the information on [assembly points](#).
- (c) Academic Accommodation Policy:** Students with documentable disabilities are referred to the following links: [Calendar entry on students with disabilities](#) and [Student Accessibility Services](#).
- (d) Safewalk:** Campus Security will escort individuals day or night (<http://www.ucalgary.ca/security/safewalk/>). Call 220-5333 for assistance. Use any campus phone, emergency phone or the yellow phones located at most parking lot pay booths.
- (e) Freedom of Information and Privacy:** This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIPP). As one consequence, students should identify themselves on all written work by placing their name on the front page and their ID number on each subsequent page. For more information see also <http://www.ucalgary.ca/secretariat/privacy>
- (f) Student Union Information:** [VP Academic](#) Phone: 220-3911 Email: [suvpaca@ucalgary.ca](mailto:suvpaca@ucalgary.ca).  
SU Faculty Rep. Phone: 220-3913 Email: [sciencerep@su.ucalgary.ca](mailto:sciencerep@su.ucalgary.ca); [Student Ombudsman](#)
- (g) Internet and Electronic Device Information:** You can assume that in all classes that you attend, your cell phone should be turned off unless instructed otherwise. Also, communication with other individuals, via laptop computers, Blackberries or other devices connectable to the Internet is not allowed in class time unless specifically permitted by the instructor. If you violate this policy you may be asked to leave the classroom. Repeated abuse may result in a charge of misconduct.
- (h)** At the University of Calgary, feedback provided by students through the Universal Student Ratings of Instruction (USRI) survey provides valuable information to help with evaluating instruction, enhancing learning and teaching, and selecting courses ([www.ucalgary.ca/usri](http://www.ucalgary.ca/usri)). Your responses make a difference - please participate in USRI Surveys.

Department Approval: Approved by Department Head

Date: August 22 2014